

MINUTES
BOONE COUNTY FISCAL COURT
Boone County Administration Building
Fiscal Courtroom (1st Floor)
Burlington, Kentucky
June 6, 2017
5:30 P.M.

ITEM I.

CALL TO ORDER

A. Jeffrey S. Earlywine, County Administrator, called to Order the meeting of the Boone County Fiscal Court. In the absence of Judge Moore, Jeff Earlywine asked the Court to appoint someone to Chair the meeting. Commissioner Flaig moved, seconded by Commissioner Walton to have Commissioner Kenner Chair the meeting. MOTION PASSED AYE 3-0.

B. Commissioner Charlie Walton presented the Invocation and the Pledge to the Flag.

Present: Cathy H. Flaig, Commissioner, District 1
Charles E. Kenner, Commissioner, District 2
Charlie Walton, Commissioner, District 3
Robert Neace, County Attorney

Staff: Jeffrey S. Earlywine, County Administrator/Deputy Judge/Executive
Matthew H. Webster, Assistant County Administrator
Benjamin T. Reece, Treasurer/Finance Director
Scott Pennington, County Engineer
Lori Zombek, Director of Human Resources
Maj. Gary Peace, Sheriff Department
Sharon Burcham, Fiscal Court Clerk

ITEM II.

APPROVAL OF MINUTES

B. Commissioner Kenner presented the Minutes from the May 16, 2017 meeting for approval. Commissioner Walton moved, seconded by Commissioner Flaig, to approve the Minutes from the May 16, 2017 Fiscal Court Meeting, with no changes. Commissioner Kenner called for a vote on the motion, MOTION PASSED AYE 3-0.

ITEM III.

PRESENTATIONS

A. Jeff Earlywine, County Administrator, introduced Mr. Pat Hoagland of Brandstetter and Carol Consultants. Mr. Hoagland presented the Master Plan for the North Pointe Park. Mr. Hoagland presented slides showing the concept for the 5 acres. The overall cost is projected to be somewhere around \$500,000.00. Commissioner Walton asked a question about security for the Park. David Whitehouse, Director of Parks, responded. Commissioner Flaig asked about adequate parking, David Whitehouse responded, most visitors would be walking from the neighborhood. Jeff Earlywine, stated this project is in the development stages, no funds are in next year's budget. Commissioner Flaig asked if the project could be done in stages, Mr. Hoagland responded, yes. Commissioner Flaig asked if there were grant funds available, Jeff Earlywine responded. David Whitehouse introduced Mrs. Donna Wright who is on the Board of the HOA. She stated they love the park and presented signatures of neighbors in favor of the park and asked if the County could get funds to pay for the park. Jeff Earlywine responded, the elected officials would make the decision. Commissioner Kenner asked if there were any other questions from the Court and thanked Mrs. Wright for attending.

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ITEM IV.

PERSONNEL MATTERS

A. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item IV. A: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF JASPER YEARY TO THE POSITION OF PUBLIC SERVICES LABORER FOR THE PUBLIC WORKS DEPARTMENT. Lori Zombek, Director of Human Resources, stated Mr. Yeary is currently a seasonal employee and due to a resignation, we need to fill this position. Mr. Yeary interviewed very well. Commissioner Walton moved, seconded by Commissioner Kenner, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

B. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item IV. B: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF KENNY CROOKER AS A SEASONAL EMPLOYEE FOR PUBLIC SERVICES IN THE PUBLIC WORKS DEPARTMENT. Lori Zombek, Director of Human Resources, stated this is a seasonal position. Commissioner Walton asked how long seasonal positions were. Lori Zombek responded, 9 months is the limit. Commissioner Flaig asked a question, Lori Zombek responded. Commissioner Walton asked if they received benefits, Lori Zombek responded, No. Commissioner Flaig moved, seconded by Commissioner Walton, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

C. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item IV. C: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENTS, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF TRENTON EVANS AND OLIVIA PANELLA TO SEASONAL POSITIONS IN PUBLIC SERVICES FOR THE PUBLIC WORKS DEPARTMENT. Commissioner Walton moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

D. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item IV. D: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE PROMOTION, BY GARY W. MOORE, COUNTY JUDGE EXECUTIVE, OF PAUL STEPHENSON TO THE POSITION OF BUILDING INSPECTOR LEVEL 3 FOR THE BOONE COUNTY BUILDING DEPARTMENT. Lori Zombek, Director of Human Resources, stated this candidate has been with the County for many years with HVAC experience and we wish to promote him. Commissioner Walton moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

E. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item IV. E: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF BRIAN WALSH AS A SEASONAL NEW HIRE FOR THE BOONE COUNTY ARBORETUM INTERN POSITION FOR THE BOONE COUNTY PARKS DEPARTMENT. Lori Zombek, Director of Human Resources, stated this is a seasonal position for the Arboretum. Commissioner Flaig moved, seconded by Commissioner Walton, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

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F. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item IV. F: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENTS, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF SEASONAL RE-HIRES FOR THE UNION POOL AND SEASONAL MAINTENANCE FOR THE BOONE COUNTY PARKS DEPARTMENT. Lori Zombek, Director of Human Resources, explained these positions are seasonal. Commissioner Flaig asked what the maintenance position involved. Lori Zombek responded, grass mowing and removing garbage from the various Parks. Jeff Earlywine, County Administrator, commented the Lifeguard and concession positions were at the Union Pool and explained the maintenance position. Commissioner Walton moved, seconded by Commissioner Flaig to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

G. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item IV. G: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF SHERRI KNIPPER, TO THE POSITION OF SENIOR SUPERVISOR FOR THE PSCC DEPARTMENT. Lori Zombek, Director of Human Resources, express thanks to Chris Ferguson who has served 34 years for the County in this position. The candidate Sherri Knipper, is in attendance tonight and has served as shift supervisor for 20 years. Commissioner Walton moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

H. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item IV. H: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENTS, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE OF TREVOR ZACHARY AND ROB HOFFMANN, TO THE POSITION OF MAINTENANCE TECHNICIANS FOR THE PROPERTY MAINTENANCE DEPARTMENT. Lori Zombek, Director of Human Resources, explained we have 2 positions open due to a resignation and 1 retiree. She thanked Steve Sparrow for his years of service with the County. Mr. Hoffmann has been with the Parks Department 13 years and Mr. Zachary has experience in electrical work and HVAC. Commissioner Walton moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

ITEM V.

ORDINANCES

A. None at this time.

ITEM VI.

JUDGE'S REPORT

A. None at this time.

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ITEM VII.

ADMINISTRATIVE MATTERS

A. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. A: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT ADOPTING THE BOONE COUNTY JAIL POLICIES AND PROCEDURES MANUAL, THE BOONE COUNTY JAIL PERSONNEL POLICIES AND THE BOONE COUNTY JAIL INMATE RULES AND REGULATIONS. Jeff Earlywine, County Administrator, explained the documents are required by the Department of Corrections. It is a review of the written rules. One change is video visitation is now available. Commissioner Kenner moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

B. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. B: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT ADOPTING THE BOONE COUNTY JAIL WORK CAMP INMATE RULES AND REGULATIONS. Jeff Earlywine, County Administrator, explained this document is the same as before. Commissioner Walton moved, seconded by Commissioner Kenner, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

C. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. C: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AWARDING THE BID FOR 15,000 TONS OF ROAD SALT FOR THE BOONE COUNTY FISCAL COURT AND 5,000 TONS OF ROAD SALT FOR THE CITY OF FLORENCE TO MORTON SALT THROUGH THE KACO REVERSE ONLINE SALT AUCTION. Scott Pennington, County Engineer, explained the County awards salt bids each year. We received good prices this year due to the mild winter. The price was down to \$58/Ton. Commissioner Flaig asked how much salt we have stored from last year; Scott Pennington responded and mentioned the new salt storage building at Lassing will be a great asset. Jeff Earlywine, County Administrator, added the County underspent the line item from last year due to the mild winter. The newly installed conveyor also helps with managing the salt. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

D. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. D A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AWARDING THE ANNUAL BIDS FOR THE PUBLIC WORKS DEPARTMENT. Scott Pennington, County Engineer, stated these bids are for routine maintenance and materials. Commissioner Flaig moved, seconded by Commissioner Walton, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

E. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. E A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AWARDING THE BID FOR STOP LOSS COVERAGE TO PAN AMERICAN INSURANCE COMPANY. Lori Zombek, Director of Human Resources, stated the County is self-funded, the stop loss bid is submitted every year. We suggest staying with our current carrier due to the excellent service. The quote from our current carrier is the second lowest quote, received however, the Staff upon recommendation from our insurance broker, S.D. Morgan, believes this is the best quote and will position the County for price stability for future periods. Jumping to the low quote each year is not always the best practice for the County. Commissioner Walton asked how many bids were received, Lori Zombek responded, 7 bids. Commissioner Walton asked about the annual premium, Jeff Earlywine, County Administrator, responded, \$409,000. Discussion on quality of service. Lori Zombek state organ transplant coverage was included this year. Commissioner Walton moved, seconded by Commissioner Kenner, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

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F. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. F: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE REMOVAL AND RELOCATION OF ALL ABANDONED GRAVES IN THE CRISLER-BARLOW CEMETERY TO THE HEBRON LUTHERAN CEMETERY. Jeff Earlywine, County Administrator, stated the Airport owns the property where these graves are located. Since 1965 the graves have been abandoned and not visited. The Airport has gone through the steps for moving the 2 graves and has paid the costs of advertising. Representatives from the Airport were in attendance and thanked the County for assisting. Commissioner Flaig moved, seconded by Commissioner Walton, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

G. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. G: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT DECLARING CERTAIN VEHICLES AND SKIDS OF MISCELLANEOUS PROPERTY AS SURPLUS FROM THE PUBLIC WORKS DEPARTMENT. Matthew Webster, Assistant County Administrator, explained the list of vehicles and miscellaneous parts are of no value to the County and will be placed on the auction site. Commissioner Flaig asked about the auction date. Scott Pennington, County Engineer, responded after pictures are taken, we will post on the website the date of the auction. Commissioner Walton moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

ITEM VIII.

FISCAL MATTERS

A. Commissioner Kenner presented the Invoice Report dated June 6th, 2017 and pre-paid Invoice Reports dated May 18th, 2017 and May 25th, 2017. Commissioner Flaig moved, seconded by Commissioner Walton to approve the Invoice Reports. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

B. Commissioner Kenner presented the Golf Invoice Report dated June 6th, 2017 and pre-paid Golf Invoice Reports dated May 18th and May 25th, 2017. Commissioner Kenner moved, seconded by Commissioner Walton to approve the Golf Invoice Reports. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

C. Commissioner Kenner presented the Monthly Treasurer's and Interfund Transfer Report for the month of April, 2017. Commissioner Flaig moved, seconded by Commissioner Walton to approve the Report. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

ITEM IX.

OLD BUSINESS

A. Commissioner Kenner asked if there was any old business to come before the Court, None presented at this time.

ITEM X.

NEW BUSINESS

A. Commissioner Kenner asked if there was any new business to come before the Court. Commissioner Flaig expressed her sympathies to the families of Russell Wilmhoff and Don Lainhart. Also mentioning the loss of Senator Bunning and Lynn Henderson, who served in our County Clerk office for many years. Commissioner Kenner stated these people contributed to the community and they will be missed. Commissioner Kenner announced the Farm Tour will be June 24th and more information is on our website.

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ITEM XI.

ADJOURNMENT

Commissioner Kenner called for adjournment of the Fiscal Court Meeting. Commissioner Walton moved, seconded by Commissioner Flaig, to adjourn the meeting. ALL PRESENT VOTING AYE 3-0. Commissioner Kenner announced the next meeting will be June 20th, 2017 @ 5:30 PM.

CLERK CERTIFICATION

I, Sharon Burcham, having been appointed to the Office of Fiscal Court Clerk, do hereby certify that this is a true and accurate record of the actions taken by the Boone County Fiscal Court at the meeting of June 6, 2017.



Fiscal Court Clerk

Date: 21 June 2017